



Help (User Manual)

This document provides a general introduction to using Edirom. It describes all of the basic functions of the software. Please note that not all of the options described here are necessarily included in every version of the software. Furthermore, some versions may contain more options than mentioned in this document due to project-specific enhancements.

Installation

The software must be installed in its current version on the target computer in order to function correctly. The software cannot be run from the DVD due to the very large amount of memory required for the image files contained in the program.

Windows

If *AutoRun* is activated in Windows, the Edirom installation program will open automatically when the DVD is inserted. Otherwise, start the program by running the *setup.exe* file on the DVD. Follow the instructions provided in the installation program. Once installation is complete, you'll see the application listed in the *Start menu* under *All Programs* as 'Edirom' or a different name, depending on the edition.

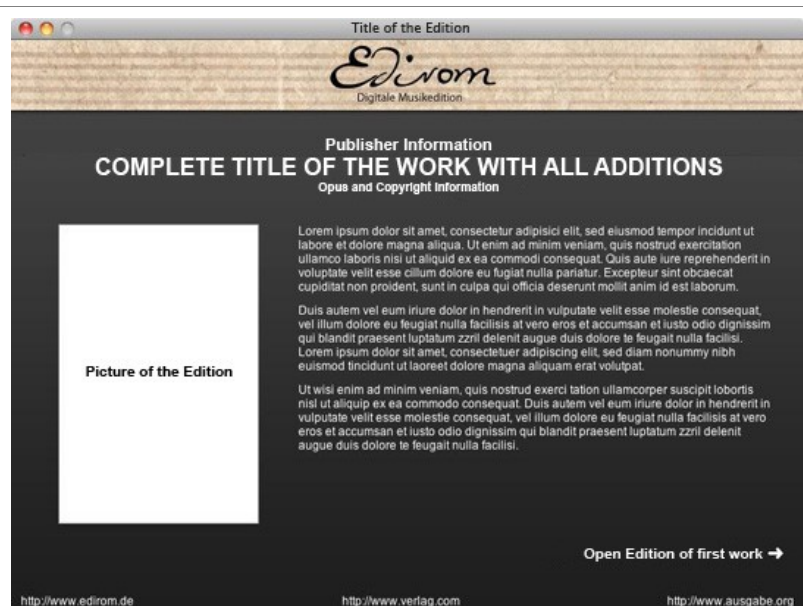
Mac OS X

If you're an Apple user, simply copy the Edirom application from the DVD to any directory on the hard drive (e.g., Applications). From there, double-click the application to start it.

Application startup

The startup dialog will open when the application is started. This edition-specific window typically provides a short introduction as well as direct links to the works of the edition. Click on one of the links to open the actual application window with the version content.

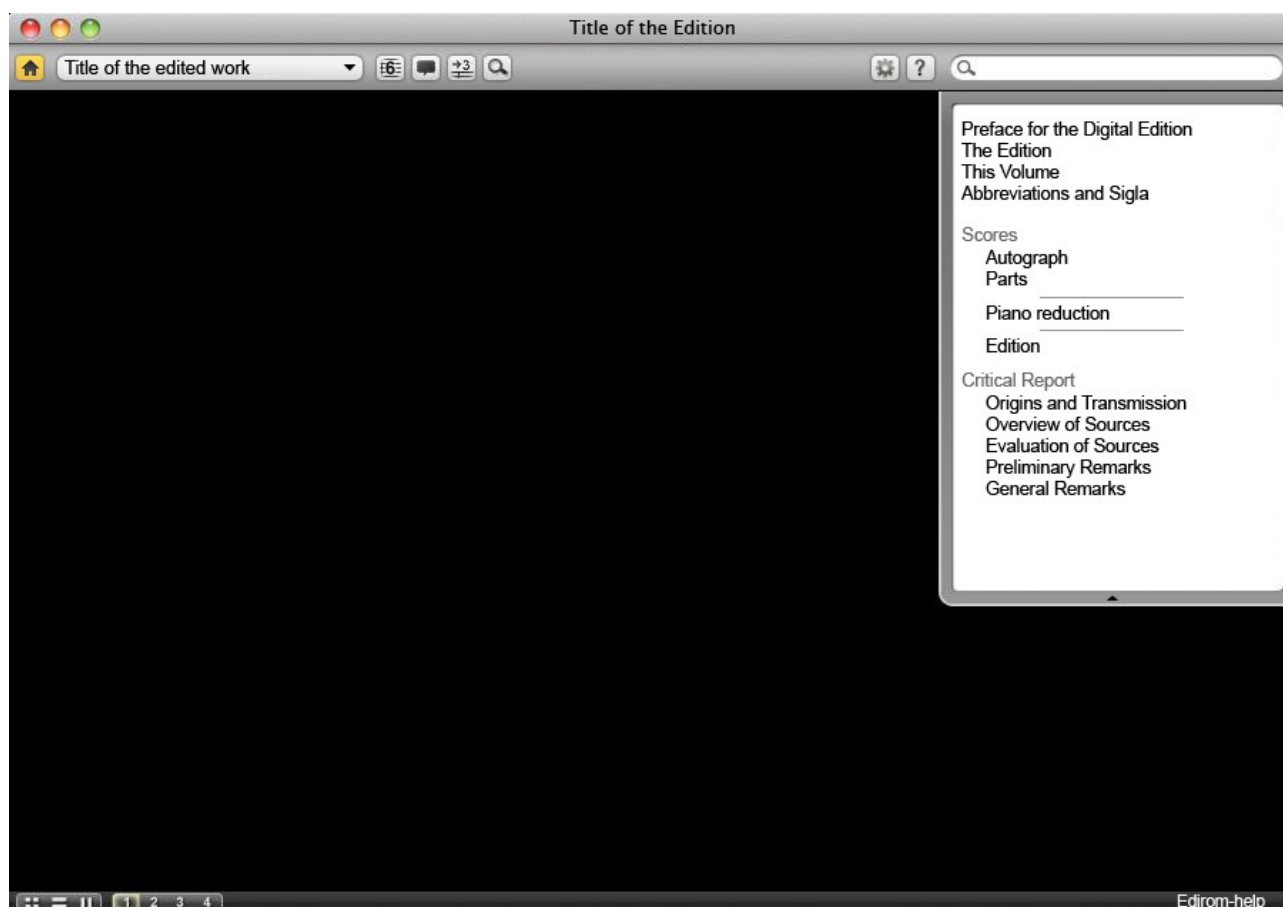
If the application has previously been launched, the startup may be influenced by the settings in the preferences dialog (see *Open preferences dialog*).



Sample edition start page

User interface

The user interface of the software is divided into several sections. The top section contains a **toolbar** that provides access to all major Edirom functions.



View of the user interface

At the right end of the toolbar, directly below the search box, is the navigator. By default, the **navigator** opens automatically when the program is started and normally appears as in the above image. However, you can reduce it to a narrow bar below the search field by clicking on the small black triangle on the bottom edge of the frame. To reopen the navigator, simply click the bar.

At the bottom edge of the program window, you'll find a **status bar** that lets you access advanced functions. The rest of the user interface is called the **desktop**. Here, all the content of the edition is displayed within internal program windows. In the current version, this content cannot be dragged out of the program window to another screen.

Other functions are accessible via a semitransparent gray **sidebar** (see below). Each individual content window has its own sidebar, which becomes visible only once the content window is opened.

Toolbar

The toolbar located along the top of the program window contains all the key functions of the program. The **search box** on the right side of the menu bar is explained in the next section, along with the **navigator**.



Edirom toolbar

Selecting works

Starting on the left, the first element of the toolbar is a button that brings you back to the startup dialog. The next element is a drop-down box listing all the works contained in the corresponding edition. You can switch between works any time, provided more than one work exists. If you select a different work, the contents of the search field or navigator will be updated accordingly so that only content related to the edition of the newly selected work is displayed. Any program windows that remain open with content from the last displayed work may stay open, depending on your settings (see below). This allows you to compare components of different editions (primarily sources) directly with one another. Please note, however, that the navigation options within the program (Concordance Navigation; see below) affect only the content of the currently selected work, while (open) content of other works remains unaffected.

The buttons located to the right of the work title control global functions affecting all open content windows on the desktop.

Enable/disable measure numbers



The 'Show measure numbers' button lets you show or hide measure numbers in all open sources of the current work.

Show/hide annotations



This button lets you show or hide annotations from the Critical Report in all open facsimile windows of the current work. Annotation filter settings, however, can only be configured in the sidebar of each individual window (see below).

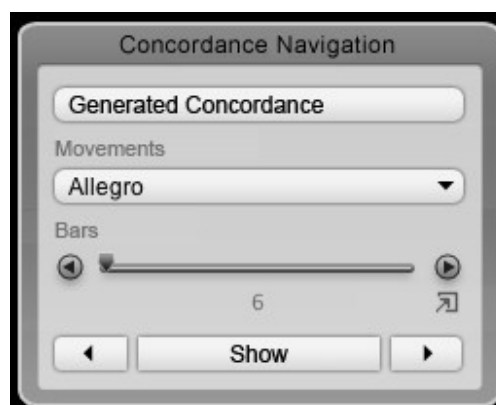
Open/close Concordance Navigation



This button opens or closes the Concordance Navigation window. This tool lets you simultaneously open sections of the contents that the editor marked as associated. A common use is a measure concordance which lets you display the content of a particular measure in all facsimiles and scores of the current work open on the **desktop**. If the current work has more than one movement, a drop-down menu lets you select the desired one. Using a slide control, you may select the measure to be displayed; additional arrow buttons on the left and right-hand side of the slide control allow gradual adjustment of the bar number.



Concordance Navigation window for one movement only



Concordance Navigation window including movement selection

Below the slide control is a large button labeled **Show**. Click on this button to open the selected measure in all open sources on the current desktop. You can also navigate within sources using the two arrows to the left and right of the “Show” button, which allow you to browse forward or backward. Depending on your settings (see below), only windows which are already opened are affected by this. If this particular measure exists in other sources currently not displayed, a small button on the lower right will appear. This button lets you open all relevant windows for the selected measure position and will rearrange all open windows.

Another example would be a concordance of scores and the corresponding verses of a libretto, in order to simultaneously display the corresponding musical setting alongside a particular verse. The presence of certain concordances depends on the particular edition.

Open search window

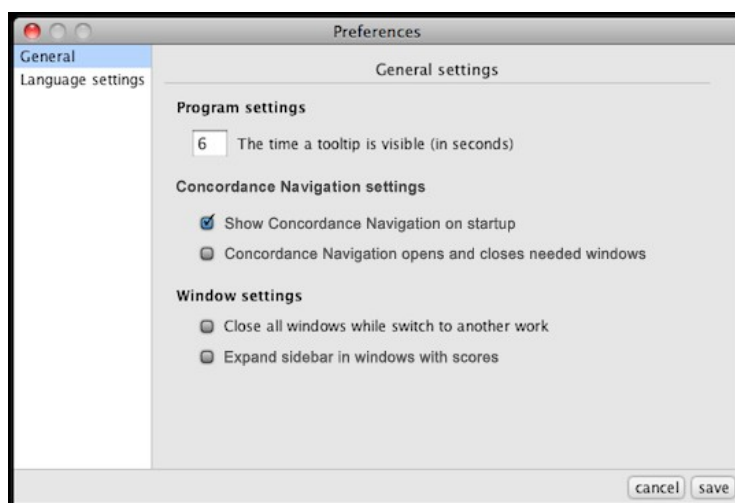


This button opens a search window, which, like the navigator, offers access to the edition content of the current work. By entering a query in the search field located on the menu bar, you can directly operate the search window, whereas this button just opens it. For the exact functions of the search window, see the corresponding chapter.

Open preferences dialog



Using this button, you can enter the preferences dialog of the Edirom. Here you may adjust the application behaviour individually.



Edirom's preferences dialog

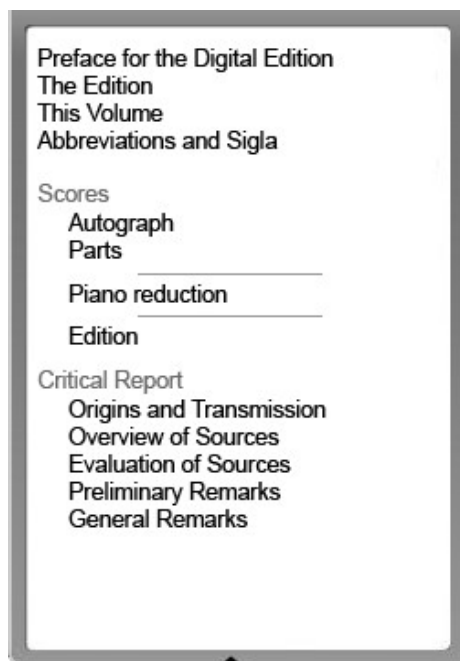
In the **Program settings** you may enter the time tooltips are displayed. This is relevant for the previews displayed when pointing on annotation symbols in scores. The **Concordance Navigation settings** allow you to open the Concordance Navigation on application startup. Also, you can determine whether to allow the Concordance Navigation function to open and close windows in order to show a selected bar in all sources it occurs. In the **Window Settings**, you can set that all windows currently opened are closed when switching to another work for clarity reasons, or that they should stay open to facilitate comparisons between different works. Furthermore, you may set whether a score window's sidebar should be expanded on opening or not. Finally, the separate **Language settings** allow you to adjust the language of the application and possibly also the edition content independently.

Help (User Manual)



You can use this button to display or move a window with content from this help file to the foreground. This window is (in contrast to all other program windows) a stand-alone window and can therefore be placed outside of and alongside the actual Edirom program window. The same help file can also be accessed via the “Edirom-Help” link located at the right end of the status bar at the bottom of the program window.

Navigator



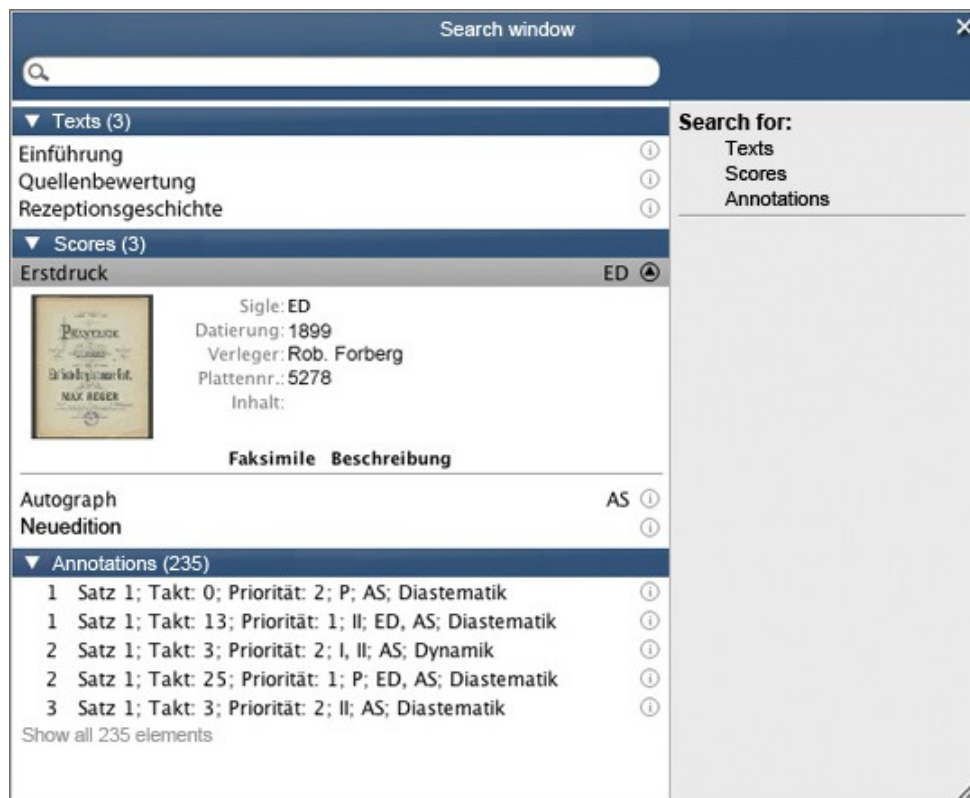
Navigator

The navigator offers quick access to the most important contents of the edition, which can be opened in new windows on the current **desktop** by clicking them. The other contents of the edition can be accessed via links from the objects listed here or the application's search window (see below).

In case the navigator holds very many objects, a scroll bar located along the right edge of the window lets you scroll through the contents of the navigator. You can also scroll using the wheel of your mouse, if applicable. As described above the navigator may be faded in and out using the small button at the bottom edge of its frame.

Search field and search window

The content of the edition can be accessed through the navigator or the search window. The search window can be opened using the corresponding button on the menu bar or by entering a search query in the search field.



Edirom search window

The content is usually grouped into item types. By adding or removing the check marks (✓) in the gray column on the right, you can choose which item types to display. This lets you narrow your search, for example, to include annotations only. The left side of the window shows the different items in groups. Each section can be shown or hidden by clicking the triangle located on the left edge of the blue header bar. The number of items listed under each header is also indicated. Please note that normally only the first five entries of each item type (texts, etc.) are displayed. If more than five items exist, the remaining items can be shown or hidden in the corresponding list by clicking the "Show all *n* elements" button.

Search results can be selected with a single mouse click. Double-clicking opens the corresponding item in a separate window. To display additional information about the current item, click on the gray "i" symbol at the right edge of each row. The search field at the top of the window supports the same search syntax as the search field in the **toolbar**.

Search syntax

The search boxes located in the **toolbar** and at the top of the **search window** offer advanced search options. When you enter a search term, the title, content and metadata of all items contained in the edition are searched for this term. However, there are also several options for refining your search. You can create more specific queries by entering certain **keywords**. When doing so, make sure to enter the search term directly after the keyword with no spaces in between. Multiple search terms can be separated by commas (again with no spaces in between). If a search term contains spaces (such as a name), enclose the term in quotation marks to search for all words together. Otherwise, words separated by spaces will be treated as separate search criteria. The most important key words and acceptable values are shown below.

Keyword type:

The keyword „type:“ allows you to limit the **type** of objects to be searched. The acceptable values for this keyword are: text, source, letter and annotation. To exclude a specific item type from the search, enter "-" before the search term ("type:-text" will not search texts).

Keyword siglum:

Allows you to search for specific source sigla; the sigla of the contained sources are usually listed in the source descriptions. Searching for specific source names is not possible.

Keyword category:

This keyword lets you search for individual annotations assigned to specific categories. Below is a list of possible categories. A complete list can be found in the sidebar of a score.

Category:	Example:
Score	category:score
Expressive marking	category:expressivemarking
Choral text	category:choraltext
Score OR Expressive marking	Category:score,expressivemarking

Examples of filtering annotation categories

Keyword priority:

This keyword lets you limit annotation searches to those of a specific priority level. Acceptable search values are 1, 2 and 3, corresponding to each priority level.

Content windows

The various content of the edition opens in separate windows. These windows can be manipulated within the program in virtually the same way as normal operating system windows. Along the top edge of the window is a title bar that contains the name of the displayed item. When multiple windows are open, the title bar shows which window is currently active (and will thus react to certain key combinations): The currently active window has a blue title bar and is in the foreground, while non-active windows have a dark gray title bar. Windows can be arranged on the desktop as desired by dragging and dropping the title bars.

At the right end of the title bar in every window is an 'X'; click on it to close the corresponding window. This can also be done via the keyboard shortcut 'Ctrl+W' (in Windows) or 'Cmd+W' (in Mac OS X). Windows can be resized by dragging the striped bottom right-hand corner of the window frame. This allows the user to customize his or her own workspace.

In addition to other content-dependent control elements, some advanced **content window** organization options are also available (see Advanced window organization).

Text windows

Texts or text-based items such as **letters** contained in the edition are generally opened in similar windows. The **text** appears in a form similar to that of a website and includes links to other content. Actual links appear in colored text (the color varies depending on the edition). Clicking on these links opens the corresponding item in the same window. To open the link in a new window, hold down the Control key (Windows) or the Command key (Mac OS X) while clicking. In addition, there are footnotes that also act as links. Below the corresponding text, you'll see a list of footnotes, similar to those found in printed works. To switch between viewing the footnote and the body of the text, click on the footnote number in the text or in the page footer.

Along the right edge of the text window is a transparent gray sidebar containing all the setting and navigation options for the corresponding text window.

Back/forward one page



In text windows, this button can be used to browse through the page history, i.e., if multiple texts were opened in the same window via links (see above), this function lets you return to specific previous pages.

Reduce/increase font size



These two buttons let you increase or reduce the size of the font within a text window. The new font size will remain in effect for this window, even when jumping to other content via links. However, newly opened windows are always displayed in a medium font size.

Score windows

The title bar of the facsimile and score window contains the siglum and name of the source as well as the page number of the current page. Page numbers correspond to those used by the editor for the source and therefore do not always begin with 1.

Along the right edge of each facsimile window is a semitransparent gray **sidebar** that provides all the functions applicable to that window only. Unlike in the case of text windows, the double arrow («) located at the top of this bar lets you maximize the bar so that all of its content is visible at the same time. When the bar is in its normal collapsed state, each individual section can be enlarged by clicking on the section, causing a small window to open alongside the corresponding button.

Facsimile view and source description



The two buttons at the top of the sidebar of a facsimile window represent an exception: the user can click these buttons to toggle between the **facsimile view** and the **source description**. When viewing the source description, the user may only switch to the facsimile view.

Preview



The next button on the facsimile sidebar opens an overview window showing a small-scale version of the current page. A red box shows which portion of the page is currently being viewed. This box can be moved around within the preview or increased or decreased in size using the scroll function of the mouse wheel. This also changes the **facsimile view** accordingly. At the top of the window, you can browse the different pages of the source (this can also be done outside of this window using the left and right arrow keys). You can adjust the zoom at the bottom of the window (or via the keyboard shortcut '+' and '-', or '#' to adjust the source to fit the current window size) or manually enter a zoom level between 10% and 200%.

Back/forward one page



These buttons let you browse forward or backward through the pages of a facsimile window. A similar function is provided in the preview window.

Zoom out/in



These buttons let you adjust the zoom level of the current facsimile view, thus making the image larger or smaller. This function is also available in the preview window.

Layers



This sidebar button lets you show or hide existing **layers** in the score. These include, for example, measure numbers for the displayed source. **Measure numbers** appear in the center of the corresponding measure. If the source is displayed at a low zoom level, measure numbers are automatically grouped to allow tracking. Measure numbers can also be shown or hidden via the keyboard ('B' for the currently active window, 'Shift+B' for all score windows).

Other existing **layers** can also be turned on for various purposes, for example, to visually highlight autograph additions in facsimiles or similar features.

Annotations



This button found in the sidebar lets you display Critical Report **annotations** (this can also be done by pressing 'A' for the active window or 'Shift+A' for all windows). The user can also filter annotations by **priority** and **category** (see below). In each source, only annotations relating to that source are shown.

If you mouse over an annotation symbol, a tooltip appears showing the **category** of **annotation** on the first line and the corresponding source on the second line. This is followed by the actual annotation text (if the annotation is very long, only the beginning is shown). Click on the symbol to open the annotation in a separate window.

Parts



If the open source contains part information, the sidebar of the window will contain an additional button that allows you to define which parts to include for **Concordance Navigation** purposes. If you open a particular measure via this button, a virtual score is created containing all the selected parts (provided that they are being addressed in the selected concordance).

Annotation windows

Annotation windows show readings or individual annotations from the Critical Report. These windows feature a separate header containing meta-information for the corresponding annotation. Below the annotation text, which may include links to other **annotations**, is a so-called facsimile flow section listing all the facsimiles and scores associated with that particular annotation. The number of excerpts is shown in the title bar. If there are more than three, use the blue bar at the bottom to scroll to sources listed further to the right. Under each source, you'll find a brief description of the section of the facsimile shown in the excerpt. Click on the excerpt to open the corresponding **facsimile view** at the correct place. This gives you a relatively quick overview of the problem and allows you to view the affected sections of the facsimile immediately.

Advanced window organization in the status bar

There are several options for handling multiple content windows to allow the user to maintain an overview of all open windows and organize or arrange them as desired.

Switching between open windows

First of all, you can switch between all open windows via the keyboard shortcut 'Ctrl+Tab' (on both, Windows and Mac platforms); the title bar of the activated window turns blue and the window is moved to the foreground.

Using multiple desktops

A complex but convenient option offered is the ability to use multiple **desktops** at the same time. To switch between different desktops, click the buttons labeled '1' to '4' in the status bar. Once you've switched desktops, the **desktop** on which you are currently working is permanently indicated in the bottom left corner of the window (see graphic below).



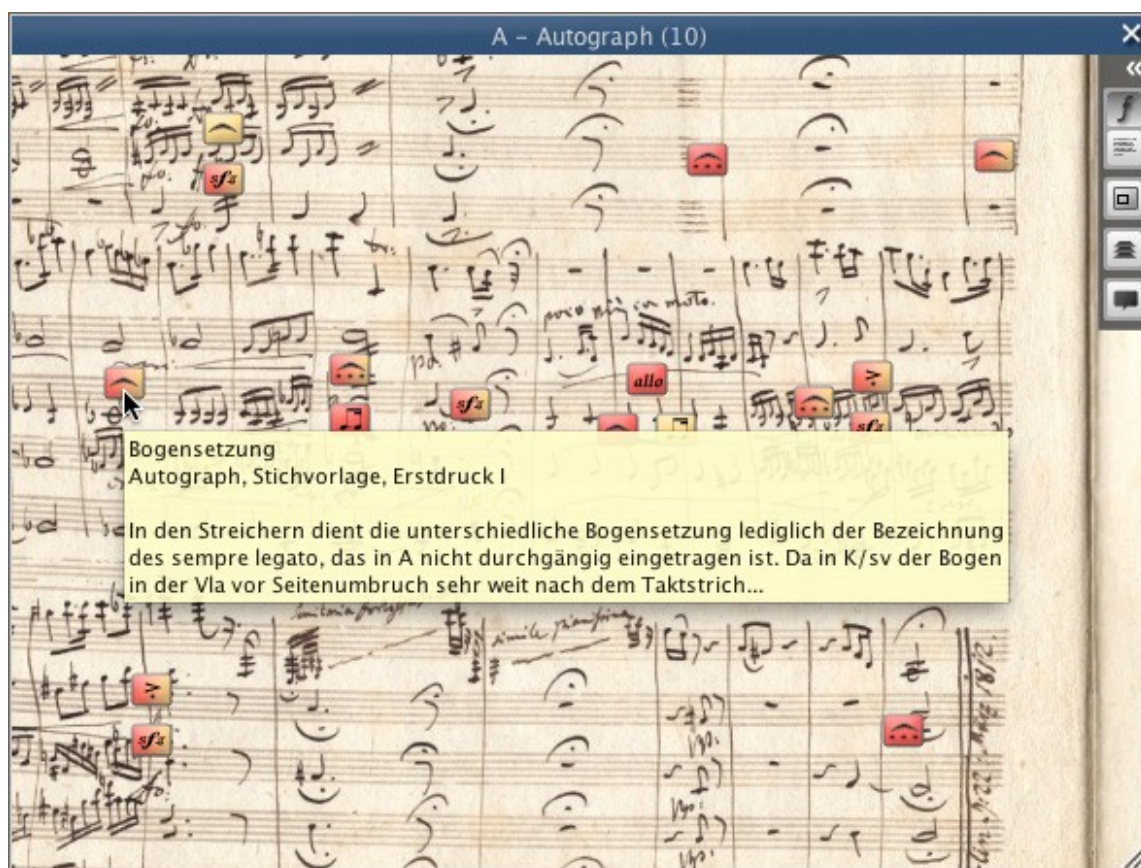
Automatically arranging open windows

You also have the option of arranging the various open windows on the desktop in **tiled** format, **horizontally** or **vertically** by using the small buttons located at the left end of the status bar. These functions can also be accessed via the keyboard shortcuts 'Ctrl+1', 'Ctrl+2' and 'Ctrl+3' (in Mac OS X, 'Cmd+1', etc.).



Annotations

References to Critical Report **annotations** displayable in the facsimile already contain a great deal of information that can be used to search for specific annotations of relevance to the user. The specific use of these options in Edirom depends on the applicable edition guidelines, for example in terms of the categories actually used. Therefore, the following descriptions should not be considered complete documentation but simply an introduction to the basic concepts.



Annotations of different categories and priorities in a facsimile

Priorities

Depending on the zoom level, priorities are shown as either small circles (at low zoom levels) or somewhat larger rectangles (for more close-up views). These symbols are color-coded to indicate the meaning of each annotation.

- **Priority 1** annotations deal with key edition-related issues of potential interest to all readers of the edition and are denoted by a completely red symbol.
- **Priority 2** annotations deal with important aspects of the edition which are, however, not of major importance to the edition as such. These annotations are indicated by progressively red-to-yellow symbols.
- Finally, **Priority 3** annotations include observations from the editor, which typically serve only to document sources and are of no real relevance to the editorial work. These are represented by yellow symbols.

Categories

Annotations are typically assigned to one or more content categories. Each category has its own symbol, which is shown in the facsimile or score as a red box. It is thus possible to determine the type of annotation content by its symbol. Annotations can also be searched for (in the search window or search field) and filtered (in the sidebar of facsimile windows; see above) based on their category assignment. Categories thus allow individualized access to the Critical Report.

The annotation categories that are actually available depend on the edition. Typical examples include *slur placement*, *expressive marking* or *articulation*.

Category:	Symbol in the facsimile:
Score	
Expressive marking	
Choral text	
Combination of multiple categories	

Examples of symbols for annotation categories

Filtering

All annotations belonging to at least one of the selected categories are shown in the facsimile.

Please note that filtering by multiple categories will yield all annotations assigned to at least one of these categories; filtering for annotations assigned to all selected categories is not possible. Such a function can only be replicated by conducting a corresponding search (search term: "*category:Category1 Category2*").

Keyboard shortcut index

Window organization and help

Windows	Mac OS X	Description
Ctrl +1	Cmd+1	Tile open windows
Ctrl+2	Cmd+2	Arrange open windows horizontally
Ctrl+3	Cmd+3	Arrange open windows vertically
Ctrl+Tab	Ctrl+Tab	Switch between open windows
Ctrl+W	Cmd+W	Close active window
Ctrl+Space	Ctrl+Space	Move focus to the search field in the menu bar
Esc	Esc	Delete search term
F1	F1	Open this help file

Facsimile and score windows

Windows	Mac OS X	Description
←	←	Show previous page
→	→	Show next page
+	+	Zoom in
-	-	Zoom out
#	#	Adjust content to size of active window
A	A	Show annotation references in active facsimile window
B	B	Show measure numbers in active facsimile window
Shift+A	Shift+A	Show annotation references in all open facsimile windows
Shift+B	Shift+B	Show measure numbers in all open facsimile windows

Text windows

Windows	Mac OS X	Description
←	←	Back to last page opened (in the same window)
→	→	Forward to next page already opened (in the same window)
+	+	Increase font size
-	-	Reduce font size